

## DEPARTMENT OF HEALTH SERVICES

714/744 P STREET  
SACRAMENTO, CA 95814

March 7, 1985

To: All County Welfare Directors  
All County Administrative Officers

Letter No. 85-12

## NEW STATE POST OFFICE BOX NUMBER

The purpose of this letter is to inform counties of a new Post Office Box number for certain mail sent to this Department.

In the past, the Department maintained several Post Office Boxes. In an effort to consolidate mail deliveries and eliminate numerous messenger pickups, all correspondence currently sent to Post Office Box 668 should now be sent to Post Office Box 160400 Sacramento, California 95816-0400 to the appropriate unit as shown below.

- o MC 177 Share of Cost (SOC) Forms  
Attn: Data Systems Branch,  
Key Data Entry
- o Returned Medi-Cal Cards  
Attn: CID Mail Unit
- o Correspondence sent to CID Mail Unit
- o Correspondence sent to Data Systems Branch

Your cooperation in this process is appreciated. If you or your staff have any questions regarding this letter, please contact your Medi-Cal Eligibility Branch MEDS liaison.

Sincerely,

Original signed by

Gary Pettigrew for  
Doris Z. Soderberg, Chief  
Medi-Cal Eligibility Branch

cc: Medi-Cal Liaisons  
Medi-Cal Program Consultants  
MEDS Coordinators